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WSR-88D  
Program Management Committee  
Charter

A. PURPOSE

This Charter defines authority, roles, and responsibilities for the Weather Surveillance Radar 1988, Doppler (WSR-88D) Program Management Committee (PMC). The PMC establishes operating procedures by which this committee will function. The PMC shall be a triagency organization comprised of representatives from Department of Commerce's National Weather Service (NWS), Department of Defense's Air Force Weather Agency (AFWA), and Department of Transportation's Federal Aviation Administration (FAA).

B. AUTHORITY

The PMC was formally established January 14, 1993, upon signature approval of the original Terms of Reference by the members of the Next Generation Weather Radar Program Council (NPC). The NPC formally retired on November 17, 1997, after granting the PMC overall authority for the WSR-88D program.

Oversight of the WSR-88D program budget, policy, resource commitment, and management guidance is provided by the PMC throughout the life cycle of the WSR-88D program to ensure that both common and unique agency requirements are addressed and resolved. The PMC shall also serve as a higher level Configuration Control Board (CCB) for proposed major product improvement changes that affect the WSR-88D system configurations operationally deployed within the three agencies. In this regard, the PMC has the authority for authorizing changes to the NEXRAD product baselines. Routine operational and Configuration Management issues shall be staffed and resolved among the agencies to permit the PMC to focus on Major Product Improvements and network performance issues.

The PMC shall be the approval authority for all changes to this Charter. Unresolved issues encountered at the PMC level can be elevated to the Agency Executive Levels (Director of NWS; Director of Weather, Headquarters USAF; and FAA Program Director, Air Traffic System Requirements Service. The PMC Chair will

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invite the appropriate agency executives to a meeting to address and resolve such issues.

C. ORGANIZATION

The PMC organizational structure and membership is listed in Appendix A and B, respectively. The members representing the agencies serve as Executive Agents. These Executive Agents are responsible for program decisions and oversight of the implementation of these decisions. Any change in the membership shall be made in writing through the PMC Executive Secretary to the PMC Chair. The PMC Chair shall issue updates to the appendices.

D. ROLES

The roles of the PMC members are described in the following sections:

Chair. The Chair shall preside over the PMC, arrange the presentation of issues to the PMC, and obtain all resolutions. The Chair, in consultation with members of the PMC, may invite other agency personnel to participate in meetings as necessary. The Chair receives plans, issues, interagency MOAs, and charters from the agencies and the Radar Operations Center (ROC) and Engineering Change Proposals (ECPs) received from the WSR-88D CCB.

Integration Program Manager (IPM). The IPM shall provide the PMC: technical support; advice regarding operations issues of interagency MOAs, plans, and charters; and status information on approved changes regarding development and test activities at the ROC. The IPM shall participate in the prioritization of new approved changes for development and testing.

NEXRAD Product Improvement (NPI) Manager. The NPI Manager proposes Project baselines, in terms of cost, schedule, and scope to the PMC and provides the PMC information on status of NPI Programs. Section E below describes the NPI Process.

Executive Secretary. The Executive Secretary shall maintain the PMC administrative management process. The Executive Secretary performs the routine secretariat functions for the PMC, including maintaining the list of members (Appendix B),

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scheduling meetings, preparing agenda and supporting data, assisting the chairman in the conduct of meetings, distributing proposed revisions to this charter, and preparing and distributing meeting minutes.

Agency Representatives. The Agency Representatives shall be delegated full authority to act as Executive Agent for their respective agencies and shall present agency issues to the PMC. The Agency Representative shall review the PMC agenda and be prepared to address and resolve each item on the agenda. The Agency Representative shall ensure appropriate coordination occurs to obtain agency approval to commit resources for support responsibility.

#### E. RESPONSIBILITIES

The responsibilities of the PMC are those necessary for effective and efficient life-cycle WSR-88D operations, maintenance, configuration management and system evolution. They include, but are not limited to:

1. Monitor Radar network performance, ROC field support, ROC sustaining engineering activities, and use of triagency resources at the ROC.
2. Review and approve/disapprove plans, issues, interagency MOAs greater than \$500,000 per year, and charters involving the WSR-88D.
3. Review and approve/disapprove all operational WSR-88D system Class I ECPs with an estimated cost exceeding \$1M.
4. Monitor progress of NPI Projects to ensure they remain within cost, schedule, and performance baselines.
5. Determine the priorities for development, testing, and implementation of approved NPI changes.
6. The NPI Manager proposes Project Baselines (cost, schedule, scope). The PMC Members, Acting as their Agency Executive Agents obtain/provide Agency commitment and approval of the proposed project baselines documented in an ROC or agency decision memorandum. The NPI Manager reports costs, schedule,

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and performance metrics to the PMC.

The PMC presents major baseline deviations to the Agency Executive level for a decision on the proposed recommendations and allocation of any additional resources required. Major scope changes are defined as a schedule slip exceeding 3-months, an increase in total project funding or acceleration of the funding profile, a change in program scope, or an increase in requirements impacting the schedules and/or budget.

7. Refer unresolved issues to Agency Executive Levels for resolution.
8. Review proposed changes to the WSR-88D PMC Charter and prepare a decision memorandum on consensus change recommendations for review and approval by the agencies. If there is unanimous support amongst the PMC, approve and implement the change. Disagreements about any reorganization shall be resolved in the manner described in Section E paragraph 7.

#### F. OPERATING RULES AND PROCEDURES

The PMC shall operate under the following rules and procedures:

1. Meetings of the PMC shall be announced at least 4 weeks in advance. An agenda and brief summary of major issues to be discussed shall be distributed at least 4 weeks in advance. The agenda will be constructed to focus on NPI and other Major Projects, Network Operations, and Triagency Policy. Project Managers shall provide detailed Metrics and Issues/Risk Assessments. Briefers will use Executive-level decision papers distributed by the Executive Secretary to the PMC members 15 work days in advance of the meeting. Minor projects will be limited to abbreviated reviews.
2. Members should normally participate in person, however it is recognized that circumstances may necessitate a designated alternate represent them and their agency at meetings. If it is necessary to designate an alternate representative, the chairperson should be notified one week in advance of the meeting when possible. It is

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recognized some situations may dictate a shorter notice be given. The alternate will be delegated full authority to act as the agency representative.

3. The three agency representatives shall have one equal vote. The Chair, IPM, NPI Manager, and Executive Secretary shall be nonvoting members. The PMC shall operate on the basis of unanimous vote. If a consensus cannot be obtained by the PMC, the submitting agency may request the PMC present the issue to the Agency Executive Levels. The Chair shall present the issue to the assembled Agency Executive Level and obtain the resolution.
4. The Chair, in consultation with members of the PMC, may invite other persons to participate in meetings as necessary to provide technical detail not available otherwise.
5. The PMC shall provide oversight for research and development, acquisition, operations, maintenance, support responsibilities, and the designation of the appropriate staff from within their agencies to carry out these responsibilities.
6. Meeting minutes, prepared by the Executive Secretary, shall be distributed to the members within three weeks after the meeting.
7. Written summaries of decisions, distributed by the Executive Secretary, shall be submitted to members for approval before further coordination, normally within 2 weeks after meeting, unless the PMC allocates a longer period to allow time for required staff work.
8. Decisions become effective immediately following final approval or as specified in the decision documentation approved by the PMC members.

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Appendix A  
PMC Organization

Agency representatives and other members of the NEXRAD PMC will be assigned from the following offices:

Chair.....	NWS Director, Office of Operational Systems
Integration Program Manager.....	NWS Director, Radar Operations Center (ROC)
Executive Secretary.....	NWS Systems Change Manager
NPI Manager.....	NWS Chief, Programs and Plans Division, Office of Science and Technology
DOC Representative.....	NWS Director Office of Science and Technology
DOD Representative.....	Headquarters Air Force Weather Agency, Director of Plans and Programs
DOT Representative.....	Headquarters/FAA Program Director for Aviation Weather Directorate

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Appendix B  
PMC Membership

Walter Telesetsky Director, NWS NWS Director, Office of Operational Systems	Chair
James D. Belville Director, Radar Operations Center (ROC) (NWS/Chief, OPS4)	Integration Program Mgr
Jamison Hawkins, NWS Chief, Programs and Plans Division Office of Science and Technology	NPI Manager
Robert Gillespie NWS Systems Change Manager	Executive Secretary
John L. Hayes NWS Director, Office of Science and Technology	DOC Representative
Nathan S. Feldman, Colonel, USAF Director of Plans and Programs Headquarters Air Force Weather Agency	DOD Representative
David G. C. Whatley, Jr. Headquarters/FAA Program Director for Aviation Weather Directorate	DOT Representative

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PMC AUTHORIZATION

Approved Walter Telesetsky  
Walter Telesetsky  
Director, NWS Director, Office of  
Operational Systems

Date 2-14-01

Approved Richard Vogt  
James D. Belville *for*  
Director, Radar Operations Center  
Facility (NWS/OPS4)

Date 2-14-01

Approved Jamison Hawkins  
Jamison Hawkins  
Division Chief, Programs and  
Plans, Office of Science and

Date 2-14-01

[REDACTED]